

Jamie Woodlief

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**From:** Jamie Woodlief [jamie.woodlief@ncmail.net]  
**Sent:** Monday, December 07, 2009 7:33 AM  
**To:** More at Four Program Contacts; More at Four Contract Administrators;  
More at Four Fiscal Contacts  
**Cc:** 'Office of School Readiness Staff'  
**Subject:** Other Resources Certification Statement

**The Other Resources Certification Statement** - is due to the *Office of School Readiness* **no later than January 5<sup>th</sup>**.

The Other Resources Certification Statement should contain **actual** dollar amounts of other resources accessed by your agency that have been used to support the *More at Four* Program for the period of July through November 30 of the current fiscal year. (NOTE: The form is submitted annually to the Office of School Readiness.)

The amounts will be listed by funding source and the Contractor is required to have full documentation (as prescribed in the table in the fiscal manual) on file to support the amounts listed on the form.

For more information pertaining to "Other Resources" you may visit the Office of School Readiness website at: <http://www.osr.nc.gov/MoreFour/manuals.asp> and review Section III, page 4 of the Fiscal and Contract manual. A direct link to the Other Resources Certification Statement can be found at: <http://www.osr.nc.gov/MoreFour/forms.asp>.

Should you have any questions, please contact Sherhonda Reid at (919) 981-5347.